TOPCOM®

Butler 3900/Twin/Triple/Quattro

USER GUIDE

V.3.2

CE

!! Important !!

To use 'Caller ID' (display caller), this service has to be activated on your phone line. Normally you need a separate subscription from your telephone company to activate this function. If you don't have the Caller ID function on your phone line, the incoming telephone numbers will NOT be shown on the display of your telephone.

GB To be connected to the public analogue telephone network.

GB The features described in this manual are published with reservation to modifications.

This product is in compliance with the essential requirements and other relevant provisions of the R&TTE directive 1999/5/EC.
The Declaration of conformity can be found on :

http://www.topcom.net/support/cedeclarations.php

This product is made by Topcom Belgium

ENGLISH

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1. SAFETY ADVICE

The following safety advice must be always followed before using electrical equipments. Please read carefully through the following information concerning safety and proper use. Make yourself familiar with all the functions of the equipment. Be careful to keep these advice notes and if necessary pass them on to a third party.

Electrical safety and protection:

- Do not operate the equipment if the mains plug, cable or the equipment itself is damaged.
- If the equipment is dropped, then it must be checked by an electrician before further use.
- Dangerous voltages are present inside the equipment. Never open the housing or insert objects through the ventilation holes.
- Do not allow liquids to get into the equipment. In case of emergency, pull out the plug from the socket.
- Similarly, if a fault develops during use or before you start to clean the equipment, pull the plug out of the socket.
- Do not touch the charger and plug contacts with sharp or metal objects.
- Do not carry out any modifications or repairs to the equipment yourself. Have repairs done to the equipment or the mains cable only by a specialist service centre. Unsatisfactory repairs can lead to considerable danger for the user.
- Children frequently underestimate the dangers associated with electrical equipments. Therefore you must never leave children unsupervised in the vicinity of electrical equipments.
- The equipment is not to be used in a damp room (e.g. bathroom) or room where there is a lot of dust.
- Equipment connected to the mains during a thunderstorm can be damaged by lightning. Therefore you should pull the plug out of the mains socket during a storm and disconnect the aerial.
- To completely disconnect the equipment from the electricity supply, the plug must be removed from the socket. When doing this always pull on the plug itself and never on the cable.
- Protect the mains cable from hot surfaces or other sources of damage and do not allow it to become constrained.
- Check the mains cable regularly for any damage.
- Unwind the mains cable completely before use.
- Make sure that the mains cable does not represent a trip hazard.
- The operation of some medical devices may be affected.
- The handset may cause an unpleasant buzzing sound in hearing aids.

Fire safety:

- The heat accumulated inside the equipment can lead to the defect and/or to the fire of the equipment. Do not expose this equipment therefore to extreme temperature like:
  - direct sun exposure and heater warmth
  - ventilation holes may not be covered

Danger of explosion:
- Never throw batteries in fire.

Poisoning danger:
- Keep batteries away from little children.

Note:
- Only use the charger plug supplied. Do not use other chargers, as this may damage the batteries cells.
- The wall outlet for the power supply must be close and accessible
- As this telephone cannot be used in case of a power cut, you should use a mains-independent telephone for emergency calls, e.g. a mobile phone.
- Only use rechargeable batteries of the same type. Place the batteries with correct polarity inside the battery compartment (polarity is marked inside the handset). Never use normal unrechargeable batteries!

2. CLEANING

Clean the telephone with a slightly damp cloth or with an anti-static cloth. Never use cleaning agents or abrasive solvents.

3. DISPOSAL OF THE DEVICE (ENVIRONMENT)

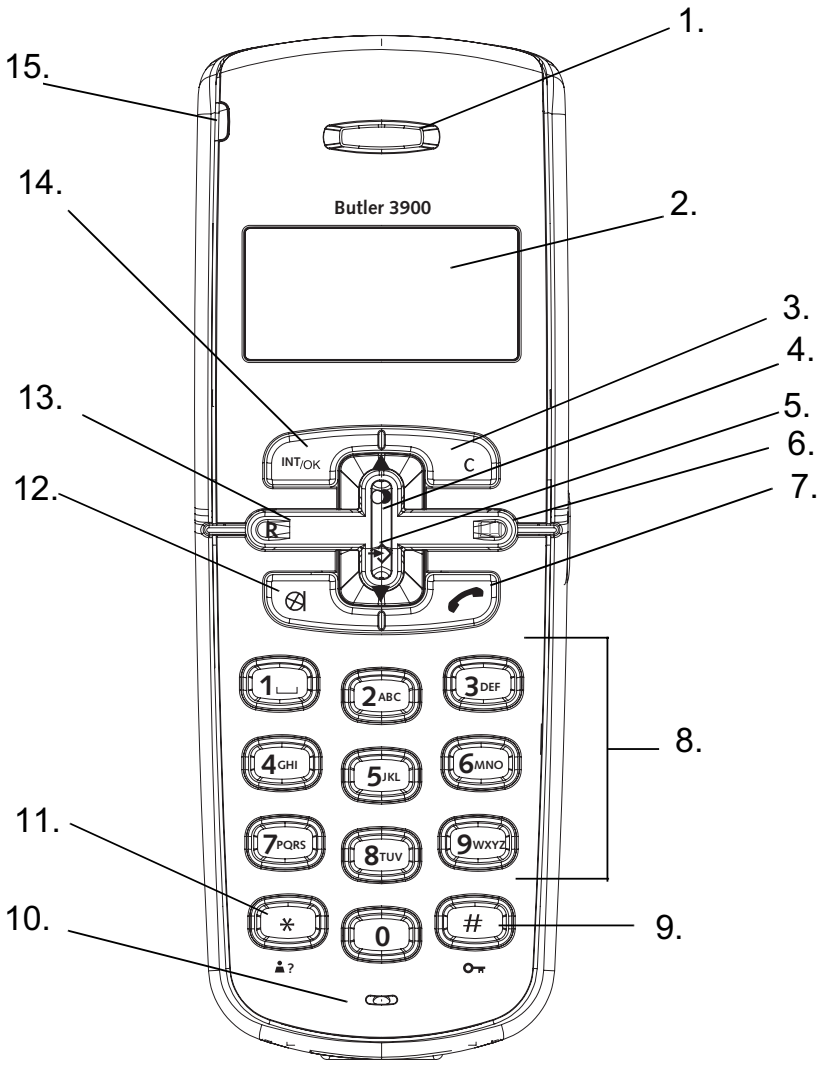
At the end of the product lifecycle, you should not throw this product into the normal household garbage but bring the product to a collection point for the recycling of electrical and electronic equipments. The symbol on the product, user guide and/or box indicate this.

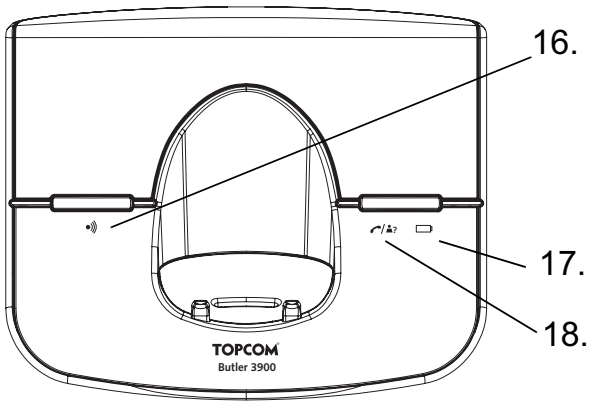
Some of the product materials can be re-used if you bring them to a recycling point. By re-using some parts or raw materials from used products you make an important contribution to the protection of the environment.
Please contact your local authorities in case you need more information on the collection points in your area.

ENGLISH

4. INITIAL USE

4.1 HANDSET/BASE BUTLER 3900



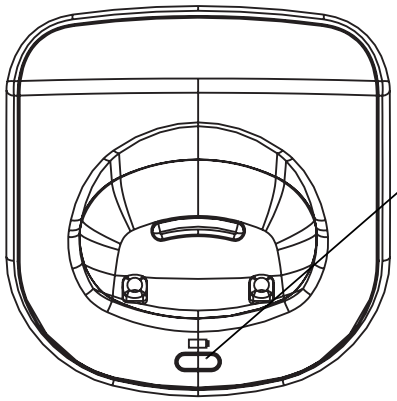


HANDSET

1. Earpiece
2. Display
3. Delete **C** Key
   Cancel **C** Key
4. Redial/Pause
   Up Key ▲
5. Menu Key
   Down Key ▼
6. Phonebook
7. Line-key
8. Numeric keys
9. Lock Key
10. Microphone
11. Call log Key
12. Mute Key
13. Recall key
14. Internal call/OK INT/OK
15. Handset indicator LED

BASE

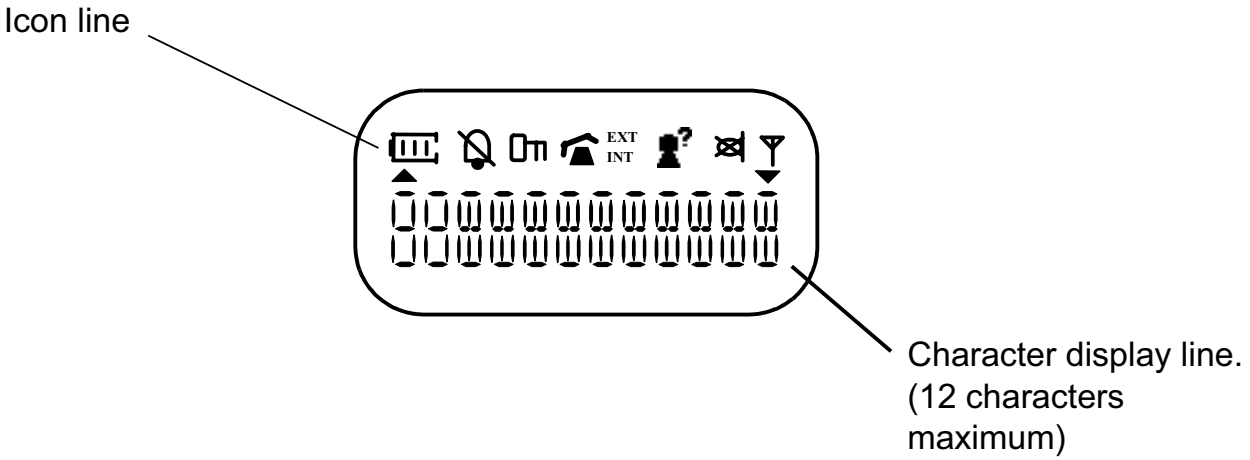
16. Paging button
17. Handset in base LED
18. OFF-Hook/ New calls LED



CHARGER

Handset in charger LED

4.2 DISPLAY- ICONS



Each operation has an associated icon

Icon:		Meaning:
1.		Rechargeable battery level indicator 1 segment: weak, 2 segments: medium, 3 segments full.
2.		Ringer turned off
3.		Keys are locked.
4.		You are off-hook
5.	EXT	During external communication
6.	INT	During internal communication
7.		New numbers in call list
8.		Mute function activated, microphone turned off
9.		The antenna indicates the quality of reception. The antenna flashes when the handset is out of range.
10.	▲ or ▼	Indicates that more related items can be seen and/or selected using up ▲ and down ▼ keys

4.2.1 Stand-by-display

In stand-by mode, the display shows the handset name and the handset number:

1 B3900

4.3 INDICATOR LED

4.3.1 Base in-use/CID LED

- On at off hook status
- Steadily blink when there are missed calls
- Blink at the cadence of the ringsignal during incoming call
- On when the handset is put on the base

4.3.2 Base charge LED indicator LED

- On when the handset is put on the base

4.3.3 Handset indicator LED

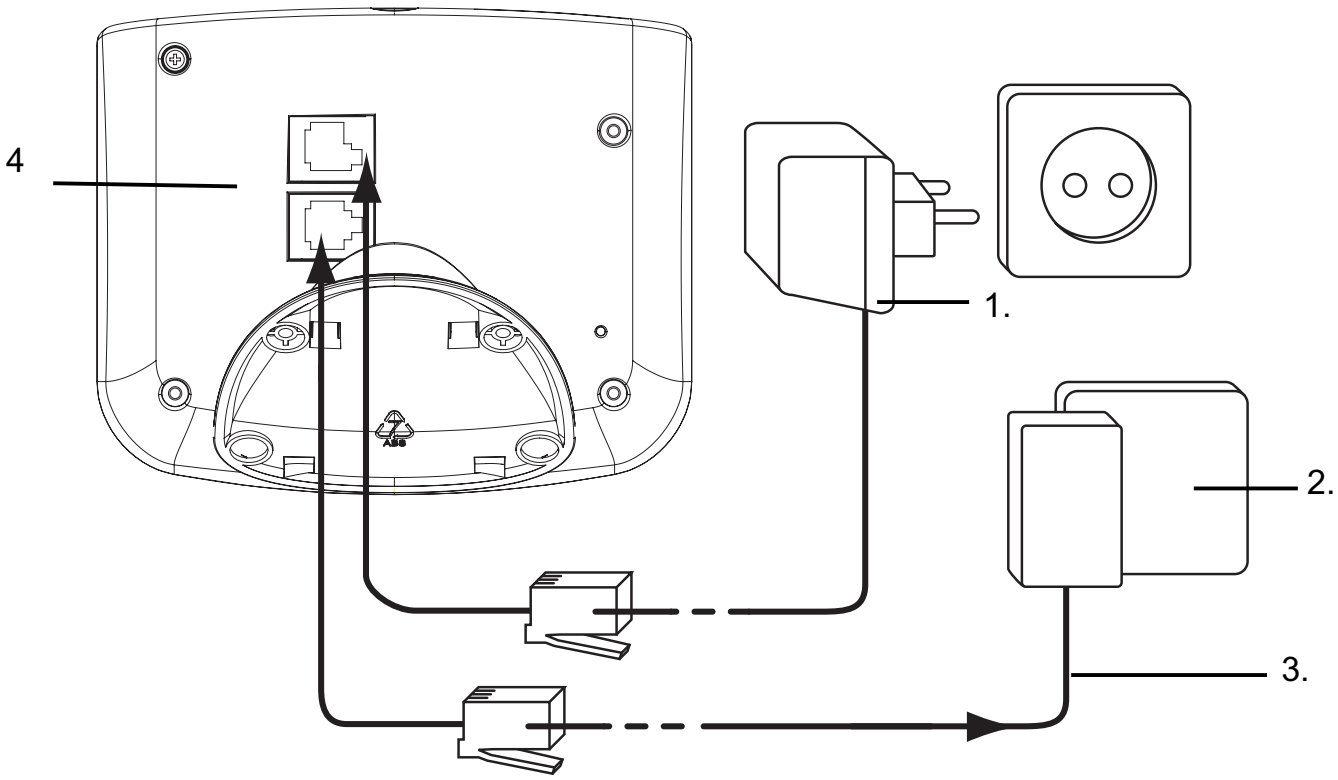
- Quickly blink during paging
- Quickly blinking to indicate there are missed call(s)
- Blink at the cadence of the ring signal during incoming call

5. ACCESSORIES

Cordless telephone, 1 handset, 1 power supply, telephone line cord, 2 batteries

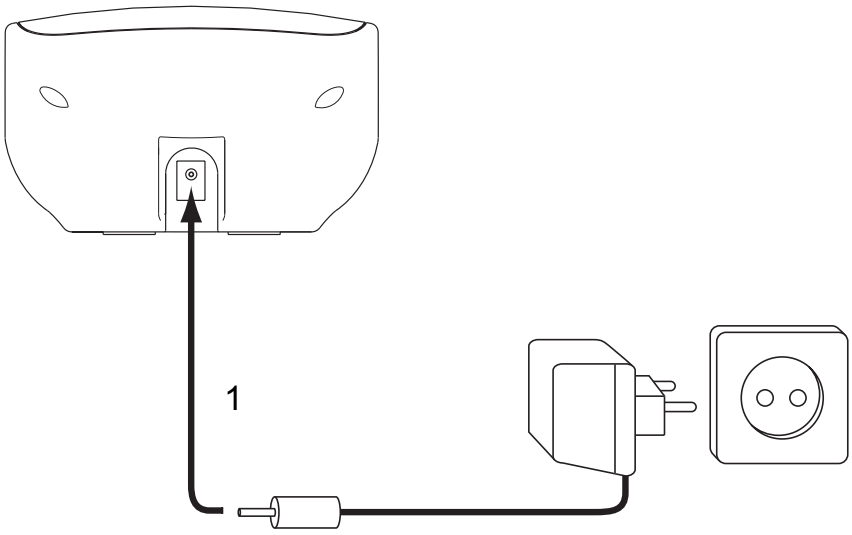
6. SETTING UP

6.1 CONNECTIONS



1. Power cable
2. Telephone wall outlet
3. Telephone cord
4. Back view of Base Butler 3900

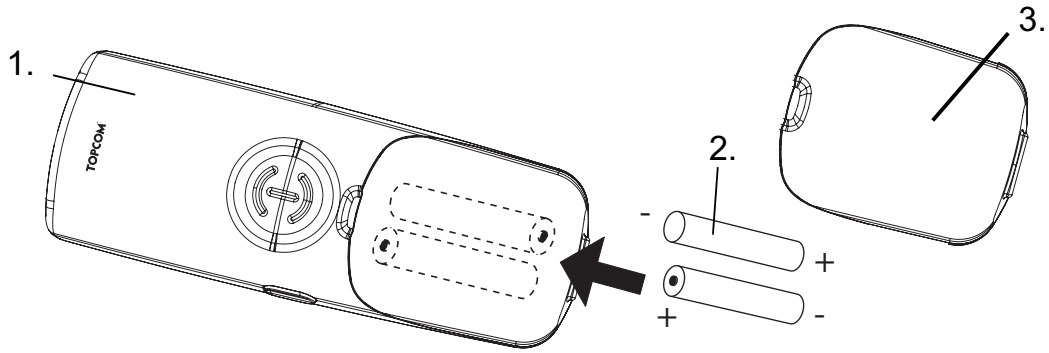
CHARGER



6.2 RECHARGEABLE BATTERIES

Before you use your Butler 3900 for the first time, you must first make sure that the batteries are charged for 14 hours. The telephone will not work optimally if not properly charged.

To change or insert a rechargeable battery:
1. Slide the cover towards the bottom and then lift it up.
2. Insert the batteries **respecting the (+ and -) polarity**.
3. Replace the battery cover.



1. Back view of handset
2. Rechargeable Batteries
3. Cover

The maximum standby time of the batteries is approx. 100 hours and the maximum talk time is 10 hours! In the course of time the batteries will start to drain faster. The batteries must be replaced. You can buy new batteries from any DIY outlet (2 rechargeable batteries, type AAA NiMH)!

7. USING THE TELEPHONE

7.1 CHOOSING MENU LANGUAGE

1. Enter the menu by pressing →
4. Select LANGUAGE using the up ▲ and down ▼ keys
5. Press INT/OK
6. Select the language of choice by means of the up ▲ and down ▼ keys
7. Press INT/OK to validate, a double tone confirmation beep is heard

7.2 RECEIVING A CALL

When the handset rings, press to answer. You are then connected to your correspondent. If the handset is on the base when the telephone rings, you just need to pick up the handset to answer the call (if the option autoanswer is activated: refer to paragraph 8.6 AUTOMATIC ANSWER).

7.3 MAKING AN EXTERNAL CALL

7.3.1 Normal:

1. Press
2. Enter telephone number

7.3.2 Block dialling:

1. Dial your correspondent's number
2. Press

To correct a number, press Delete **C** key short to delete an entered digit or press Delete **C** key long to delete all digits at once.

To add this entry in the phonebook, press , 'STORE?' will appear, then follow the step 7 to 11 of paragraph 9.1.1.

If Call Barring is enabled and the first digits of the dialled number is the same as the barring number, the connection will drop and the busy tone is heard.

7.4 MAKING AN INTERNAL CALL

Only possible if more then one handsets are registered to the base!!

1. Press **INT**/OK
2. Enter the number of the internal handset (1 to 4)

7.5 INTERNAL CALL TRANSFER

Only possible if more then one handset are registered to the base!!

When you want to transfer an external call to another handset:

1. During a conversation, press **INT**/OK
2. Select the number of the internal handset, the external caller is put on hold.
3. When the other handset picks up, press to hang up and transfer the call.

If the internal correspondent does not pick up, press **INT**/OK again to reconnect to the external caller on line.

7.6 EXTERNAL/INTERNAL CALL TOGGLE

Possible only if more than one handsets are registered to the base!!
When you are on line with an external correspondent:

1. Press **INT**/OK key
2. Enter the number of the internal handset that you want to call, the external call is put on hold.
3. When the internal correspondent picks up, you are on line with the internal correspondent.
4. Press # key, you are on line with the external correspondent and the internal correspondent alternately.

7.7 CONFERENCE CALL

Possible only if more than one handsets are registered to the base!!

You can converse simultaneously with an internal correspondent and an external correspondent.
When you are on line with an external correspondent:

1. Press **INT**/OK key
2. Enter the number of the internal handset that you want to call
3. When the internal correspondent picks up, press and hold # key for 2 seconds.
4. If the internal correspondent does not answer, press **INT**/OK again to reconnect to the external correspondent on-line.

7.8 PREFIX DIALLING

Possible only if the prefix number is stored. (See “§ 9.2 SETUP PREFIX MEMORY” .)

Press and hold **0**-key for 2 seconds, the prefix number appears on the display, then you can add the rest digits.

7.9 DISPLAY OF CALL DURATION

If Call Timer is set ON (See “§ 8.5 Activation / Deactivation OF CALL TIMER” .), the call duration is displayed after an incoming call is answered or the last digit is dialled out, in minutes - seconds: “00-01”
At the end of each call, the total call duration is displayed for 5 seconds.

7.10 MICROPHONE MUTE

It is possible to mute the microphone during a conversation.
Press ⊗ during the conversation, the microphone is then deactivated, you can talk freely without being heard by the calling party.
Mute ⊗ icon is displayed. Press ⊗ again to return to normal mode.

7.11 PAUSE KEY

During Block dialling, you can add a pause between two digits by pressing the Redail/Pause ◑ key for 2 seconds.

7.12 WARNING TONE BEEP

When one handset is on line, it emits the warning tone beep every 20 seconds if the batteries are low or when the handset is out of range.

7.13 CALLER IDENTIFICATION

Caller identification is only available if you have subscribed to this service with your telephone operator.
When you receive an external call, the caller's number will appear on the display as the telephone rings.
If the caller's number is already recorded in the phone book, the caller is identified by his or her name recorded in the phone book instead.

The telephone does not show the name sent by the operator.

If the call is not answered for 3 seconds, the sum of unanswered calls will be displayed and CLI icon 👤? of the handset appears.
The handset indicator LED and base CID LED 👤? blinks till all missed calls are read.

7.13.1 List of calls

Your telephone keeps a list of the last 20 calls received in memory. This function is available only if you are subscribed to the caller ID information. The correspondents that have called are identified by their telephone number or name in the same way as in caller identification. The presence of new / unanswered calls is indicated by the flashing of CLI LED 👤? of the base and Handset indicator LED. To consult the list of calls:

1. Press and hold 👤? key for 2 seconds or choose menu Call Log. If there are no calls in the list, 'NO CALL' will appear.
2. Scroll through the calls by using up ▲ or down ▼ arrows. The caller's name will be shown before the telephone number if the name is stored in the phonebook. If this call is unanswered or this call record is not read, CID icon 👤? is shown.
   Note: if the caller's name is longer than 9 characters or the telephone number is longer than 9 digits, press down ▼ arrow to see the complete name or number.
4. Press down ▼ again to see the time and date when the call is received**
5. Press 📖 to add this entry in the phonebook when the telephone number is on display if it's not already stored:
   - 'STORE ?' will appear, press INT/OK to confirm. Enter the name and press INT/OK to confirm. Enter the telephone number and press INT/OK to confirm. Select the melody which will be heard when this number is calling using up/down keys and press INT/OK to confirm. The entry will be stored in the phonebook.
6. To call back a correspondent, simply press the key 📞 when their telephone number or name is displayed.

**** Only when the network send the time/date together with the telephone number!!! On networks with caller ID in DTMF, no time and date will be displayed.**

7.13.2 Delete an entry or all entries in the call list

You can delete each entry separately or all entries when scrolling through the calls:

- Press and hold Delete **C** key for 2 seconds till 'ERASE' appears.
- Select by using up ▲ or down ▼ arrows:
  - 'ERASE' to delete this entry only, press **INT**/OK to confirm or press Cancel **C** key to cancel the deletion operation
  - 'ERASE ALL' to delete all entries, press **INT**/OK to confirm or press Cancel **C** key to cancel the deletion operation

7.14 REDIAL MEMORY

Your telephone keeps in memory a list of the 5 last calls (of 25 digits) you have made. The called correspondents are identified by their telephone number or by their name if they appear in the phonebook.

7.14.1 To consult the redial list:

1. Press ◑
2. Scroll through the calls with up ▲ and down ▼ arrows
3. To call the selected correspondent, simply press ✆ when their telephone number or name is displayed

7.15 CALLING FROM THE PHONEBOOK

To call a correspondent whose name you have saved in the phonebook:

1. Press 🕮 to enter the phonebook.
2. Press the first letter of the name. The first name that starts with this letter or the nearest letter in the alphabet will be displayed.
3. Go through the name list with up ▲ and down ▼ keys. The list scrolls in an alphabetical order.
4. Press ✆ to dial the number of the correspondent whose name is displayed.

To see the number before dialling, carry out steps 1 to 3 from above and press **INT**/OK .

7.16 USING THE ALPHANUMERICAL KEYPAD

With your telephone you can also enter alphanumeric characters. This is useful for entering a name into the phonebook, giving a name to a handset, …

To select a letter, press the corresponding key as many times as is necessary. For example, to select 'A', press '2' once, to select a 'B', press '2' twice and so on. To select 'A' and then 'B' consecutively, select 'A', wait until the cursor moves on to the next character, then press '2' twice.

To select a space, press 1.

The keypad characters are as follows:

Key	First press	Second press	Third press	Fourth press	Fifth press
1	space	1			
2	A	B	C	2	
3	D	E	F	3	
4	G	H	I	4	
5	J	K	L	5	
6	M	N	O	6	
7	P	Q	R	S	7
8	T	U	V	8	
9	W	X	Y	Z	9
0	+	-	0		
*	[	]	*		
#	?	:	#		

7.17 USING THE MENU

A wide range of telephone functions are accessible through a user friendly menu.

1. To enter the menu, press →
2. Scroll through the selections using up ▲ and down ▼ keys, the selections scroll in a loop (you return to the first after the last). The arrows on the left and right of the display indicate that there are other possible selections to scroll through.
3. To validate a selection, press **INT**/OK
4. To return to the previous menu or the menu of the standby mode, press cancel **C** key short time or long time.

8. PERSONALISATION

Every programmation is indicated at the end by either one of two kinds of double tone beep. One of them confirms validation of your choice while another indicates invalidation of your choice.

8.1 SPEAKER VOLUME DURING CALL

During conversation, press up ▲ or down ▼ key to change the volume accordingly (OFF or level 1 to 5).

8.2 ADJUSTING THE RING VOLUME

8.2.1 Handset ringvolume

1. Enter the menu by pressing →
2. Select HANDSET using up ▲ and down ▼ keys
3. Press **INT**/OK
4. Select RINGER using up ▲ and down ▼ keys
5. Press **INT**/OK

6. Select VOLUMN using up ▲ and down ▼ keys
7. Press INT/OK
8. Select the desired volume level using up ▲ and down ▼ keys (OFF or level 1 to 5)
9. Press INT/OK to confirm or press Cancel **C** key to return to the previous menu.

8.2.2 Base ringvolume

1. Enter the menu by pressing →
2. Select BASE using up ▲ and down ▼ keys
3. Press INT/OK
4. Select RINGER using up ▲ and down ▼ keys
5. Press INT/OK
6. Select the desired volume using up ▲ and down ▼ keys (OFF or level1 to 5)
7. Press INT/OK to confirm or press Cancel **C** key to return to the previous menu.

8.3 CHOOSING THE RING MELODY

The base and each handset can ring with a different melody.
The handsets can ring with a different melody whether the incoming call is internal or external.

8.3.1 Base melody

After the operation described in paragraph 8.2.2, continue:

8. Select the melody of your choice (MELODY 1 to 10) using up ▲ and down ▼ keys
9. Press INT/OK to confirm or Cancel **C** key to return to the previous menu.

8.3.2 Handset melody, external call

1. Enter the menu by pressing →
2. Select HANDSET using up ▲ and down ▼ keys
3. Press INT/OK
4. Select RINGER using up ▲ and down ▼ keys
5. Press INT/OK
6. Select EXT RINGER using up ▲ and down ▼ keys
7. Press INT/OK
8. Select the melody of your choice (MELODY 1 to 10) using up ▲ and down ▼ keys
9. Press INT/OK to confirm or Cancel **C** key to return to the previous menu.

8.3.3 Handset melody, internal call

1. Enter the menu by pressing →
2. Select HANDSET using up ▲ and down ▼ keys
3. Press INT/OK
4. Select RINGER using up ▲ and down ▼ keys
5. Press INT/OK
6. Select INT RINGER using up ▲ and down ▼ keys
7. Press INT/OK
8. Select the melody of your choice (MELODY 1 to 10) using up ▲ and down ▼ keys
9. Press INT/OK to confirm or Cancel **C** key to return to the previous menu.

8.4 ACTIVATION / DEACTIVATION OF KEY TONE BEEP

1. Enter the menu by pressing ➔
2. Select HANDSET using up ▲ and down ▼ keys
3. Press INT/OK
4. Select KEY TONE using up ▲ and down ▼ keys
5. Press INT/OK
6. Select ON to activate, OFF to deactivate
7. Press INT/OK to confirm or Cancel **C** key to return to the previous menu.

8.5 ACTIVATION / DEACTIVATION OF CALL TIMER

1. Enter the menu by pressing ➔
2. Select HANDSET using up ▲ and down ▼ keys
3. Press INT/OK
4. Select CALL TIMER using up ▲ and down ▼ keys
5. Press INT/OK
6. Select ON to activate, OFF to deactivate
7. Press INT/OK to confirm or Cancel **C** key to return to the previous menu.

8.6 AUTOMATIC ANSWER

When there is an incoming call and the handset is on the base, the phone automatically takes the line when lifted. This is the default setting, but can be set OFF:

1 Enter the menu by pressing ➔
2 Select HANDSET using up ▲ and down ▼ keys
3 Press INT/OK
4 Select AUTO ANS using up ▲ and down ▼ keys
3 Press INT/OK
5 Select ON (for automatic answer) or OFF using up ▲ and down ▼ keys
6 Press INT/OK to confirm or Cancel **C** key to return to the previous menu.

8.7 HANDSET NAME

This function allows you to personalise each handset.

1. Enter the menu by pressing ➔
2. Select HANDSET using up ▲ and down ▼ keys
3. Press INT/OK
4. Select HS NAME using up ▲ and down ▼ keys
5. Press INT/OK
6. Enter the name
7. Press INT/OK to validate

While entering the name, press Delete **C** key short time to delete a character or long time to delete all characters, and press Delete **C** key again to exit the menu without taking any modifications into account.

8.8 CHANGING THE PIN CODE

Certain functions are only available to users who know the PIN code.
By default this PIN code = 0000.

To change the PIN code:
1. Enter the menu by pressing ➔
2. Select BASE using up ▲ and down ▼ keys
3. Press INT/OK
4. Select CHANGE PIN using up ▲ and down ▼ keys
5. Press INT/OK
6. Enter the old PIN code, 4 digits maximum
7. Press INT/OK
8. Enter the new PIN code, 4 digits maximum
9. Press INT/OK
10. Enter the new PIN code the second time
11. Press INT/OK to validate

8.9 SETTING THE DIALLING MODE

8.9.1 There are two types of dialling mode:
- DTMF/Tone dialling (the most common)
- Pulse dialling (for older installations)

8.9.2 To change the dialling mode:
1. Enter the menu by pressing ➔
2. Select BASE using up ▲ and down ▼ keys
3. Press INT/OK
4. Select DIAL MODE using up ▲ and down ▼ keys
5. Press INT/OK
6. Select the dialling mode using up ▲ and down ▼ keys
7. Press INT/OK to validate

8.10 FLASH TIME DURATION

1. Enter the menu by pressing ➔
2. Select BASE using up ▲ and down ▼ keys
3. Press INT/OK
4. Select FLASH TIME using up ▲ and down ▼ keys
5. Press INT/OK
6. Choose 100ms, 250ms or 600ms using up ▲ and down ▼ keys
7. Press INT/OK OK to confirm or Cancel **C** key to return to the previous menu.

8.11 SETTING CALL BARRING

The call barring number can be set on any registered handsets through any registered handset, the number can not be dialled out through the barred handsets if first digits of this number are as same as the barring number.

1. Enter the menu by pressing ➔
2. Select BASE using up ▲ and down ▼ keys
3. Press INT/OK
4. Select BARRING using up ▲ and down ▼ keys
5. Press INT/OK
6. Enter the PIN code (default =0000), 8 digits maximum
7. Press INT/OK to validate.
8. Enter the handset number(1 to 4)
9. Press INT/OK to validate.
10. Select DISABLE, EXTERNAL or NUMBER using up ▲ and down ▼ keys, select EXTERNAL to prohibit all external calls, only internal calls and the emergency call can be made; select NUMBER to prohibit any external calls starting with the digits to be entered.
11. Enter the call barring number(max. 5 digits) or press Delete **C** key to delete
12. Press INT/OK to validate.

8.12 SETTING EMERGENCY NUMBER

There are already 3 sets of emergency numbers stored inside the base in the factory, 2 sets of additional number can be added, these numbers can be dialled out even if the barring is set.

1. Enter the menu by pressing ➔
2. Select BASE using up ▲ and down ▼ keys
3. Press INT/OK
4. Select EMERGENCY using up ▲ and down ▼ keys
5. Press INT/OK
6. Enter the PIN code (default =0000), 8 digits maximum
7. Press INT/OK to validate.
8. Select either one of two entries using up ▲ and down ▼ keys
9. Enter the emergency number(max. 5 digits) or press Delete **C** key to delete
10. Press INT/OK to validate.

8.13 RESET

It is possible to return the phone to the original default configuration. This is the configuration which was installed when you first received the telephone.

8.13.1 Base reset

1. Enter the menu by pressing ➔
2. Select BASE using up ▲ and down ▼ keys
3. Press INT/OK
4. Select DEFAULT using up ▲ and down ▼ keys

5. Press **INT**/OK
6. Enter the 8-digit PIN code (default =0000)
7. Press **INT**/OK to validate.
8. Press **INT**/OK to confirm when 'CONFIRM?' appears or press Cancel **C** key to return to the previous menu.

8.13.2 Handset reset

1. Enter the menu by pressing ⇢
2. Select HANDSET using up ▲ and down ▼ keys

Then follow step 3 to 8 of paragraph 8.13.1.

The default settings are:

Handset ringer volume level:	3
Handset external ringer melody:	1
Handset internal ringer melody:	2
Handset name:	B3900
Key tone beep:	ON
Auto answer:	ON
Call timer:	ON
Keypad:	unlocked
Handset speaker volume level:	3
Barring:	disabled
Emergency call:	empty
Base ringer volumn level:	3
Base ringer melody:	1
Flash time:	100ms
Dial mode:	Tone
PIN code:	0000

The PIN code will be reset to 0000, the barring is disabled and the emergency numbers are lost.

8.14 KEYPAD LOCK

The keypad can be locked so that no settings can be changed or no telephone number can be dialed. The 🔑 -icon will appear on display when keypad is locked.

8.14.1 Locking the keypad by #-key (quick lock)

Press and hold 🔑 key for 2 seconds. The keypad will be locked.

8.14.2 Unlock the keypad

Press 🔑 key for 2 seconds again to unlock the keypad

9. ADVANCED FUNCTIONS

9.1 PHONEBOOK

The Phonebook allows you to memorise 40 sets of telephone numbers and names. You can enter names of up to 10 characters length and numbers of up to 25 digits length.
To call a correspondent whose number is stored in the phonebook, refer to paragraph 7.15.
To enter alphanumerical characters, refer to paragraph 7.16.

9.1.1 Add an entry into the phonebook

1. Enter the menu by pressing ➔
2. Select PHONE BOOK using up ▲ and down ▼ keys
3. Press **INT**/OK
4. Select NEW ENTRY using up ▲ and down ▼ keys
5. Press **INT**/OK
6. Enter the telephone number
7. Press **INT**/OK to validate
8. Enter the name
9. Press **INT**/OK to validate.
10. Select the desired melody from NORMAL RING or VIP RINGxx (xx =1to 10) by means of up/down key. NORMAL RING means the current external ring melody, VIP RINGxx is melody 1 to 10.
11. Press **INT**/OK to Validate

If the phone book is full, the input of new entry is invalid, 'MEM FULL' will be on display. If you want to add the new entry, you need to delete one number from the phone book before adding this new entry.

9.1.2 Modify a name or number

1. Enter the menu by pressing ➔
2. Select PHONE BOOK using up ▲ and down ▼ keys
3. Press **INT**/OK
4. Select EDIT ENTRY using up ▲ and down ▼ keys
5. Press **INT**/OK
6. Move through the name list using up ▲ and down ▼ keys. The list scrolls in alphabetical order.
7. Press **INT**/OK when you find the name to modify
8. Use Delete **C** key to delete and enter the new number
9. Press **INT**/OK to validate
10. Use Delete **C** key to delete and enter the new name
11. Press **INT**/OK to validate
12. Select the desired melody using up ▲ and down ▼ keys
13. Press **INT**/OK to Validate

9.1.3 Delete an entry

1. Enter the menu by pressing ➔

2. Select PHONE BOOK using up ▲ and down ▼ keys
3. Press INT/OK
4. Select DELETE using up ▲ and down ▼ keys
5. Press INT/OK
6. Move through the name list using up ▲ and down ▼ keys, the list scrolls in alphabetical order
7. Press INT/OK to confirm when you find the name you want to delete or press Cancel **C** key to stop

9.1.4 Delete all entries

1. Enter the menu by pressing →
2. Select PHONE BOOK using up ▲ and down ▼ keys
3. Press INT/OK
4. Select DELETE ALL using up ▲ and down ▼ keys
5. Press INT/OK
6. Press INT/OK to confirm when 'CONFIRM?' appears or press Cancel **C** key to stop

9.2 SETUP PREFIX MEMORY

1. Enter the menu by pressing →
2. Select HANDSET using up ▲ and down ▼ keys
3. Press INT/OK
4. Select PREFIX MEM using up ▲ and down ▼ keys
5. Press INT/OK
6. Enter the prefix number or press Delete **C** key to delete
7. Press INT/OK to validate

9.3 SEARCHING A HANDSET FROM THE BASE

When Paging button •)) on the base is pressed, all the registered handsets will ring. This ringing will help you locate a lost handset. By pressing Paging button •)) again or pressing one of the handset keys, the ringing stops.

10. MANAGING MULTIPLE HANDSETS

10.1 SETTING UP AN ADDITIONAL HANDSET

You can register new handsets on the base if these handsets support the DECT GAP profile. The base can support a maximum of 4 handsets. If you already have 4 handsets, and you want to add another one or change one handset, you must first remove a handset, then associate the new handset.
To register any handset, the base must be put into a special registration mode:

1. Press and hold the paging key •)) of the base for 4 seconds.
2. The base will then emit a beeptone. The base is now ready to register a new handset. You have 10 minutes after pressing the button to register a new handset.

After getting the base into registration mode, start the procedure on the new handset:

if your additional handset is a Butler 3900

3. Enter the menu by pressing ➔
4. Select HANDSET using up ▲ and down ▼ keys
5. Press INT/OK
6. Select REGISTER using up ▲ and down ▼ keys
7. Press INT/OK , 'SEARCHING' appears, the handset starts searching for the DECT base. If the base is found, 'ENTER PIN' appears. If the handset does not locate the base, it will return to the standby mode after 30 seconds.
8. Enter the Base PIN code (0000 by default) or press Cancel **C** key to exit.
9. Press INT/OK to confirm, one double tone beep indicates the success of the registration.

If the registration fails, try again by checking that you are not in an environment where there is interference. Move closer to the base.

if your handset is another model

After starting the registration procedure on the base, refer to the handset manual to find out how to register the handset. The handset must be GAP compatible.
When a handset is associated with a base, it gets a handset number by the base. It is this number that is displayed on the handset and must be used for internal calls.

10.2 REMOVING A HANDSET

You can remove a handset from a base to allow another handset to be registered. To remove this handset, another registered handset is needed.

1. Enter the menu by pressing ➔
2. Select BASE using up ▲ and down ▼ keys
3. Press INT/OK
4. Select DEREGISTER using up ▲ and down ▼ keys
5. Press INT/OK
6. Enter the base PIN code
7. Press INT/OK
8. Select the handset to be removed using up ▲ and down ▼ keys
9. Press INT/OK
10. Press INT/OK to validate when 'CONFIRM?' appears or press Cancel **C** key to exit

After the handset is removed, the antenna icon disappears and '----' appears.

DECT GAP Profile only guarentees that basic calling-functions will work correctly between different brands/types. There's a possibility that certain services (like CLIP) will not work correctly.

10.3 SETTING UP A HANDSET ON ANOTHER BASE

If you want to use a Butler 3900 handset with a base of another model. The base must be GAP compatible.

1. To get the base into registration mode, refer to the user manual of the base.
2. Carry out steps 3 to 9 of paragraph 10.1.

11. TROUBLE SHOOTING

Symptom	Possible cause	Solution
No display	Batteries uncharged	Check the position of the batteries
		Recharge the batteries
No tone	Telephone cord badly connected	Check the telephone cord connection
	The line is occupied by another handset	Wait until the other handset hangs up
The icon flashes	Handset out of range	Bring the handset closer to the base
	The base has no power supply	Check the mains connection to the base
Base or handset do not ring	The ringing volume is zero or low	Adjust the ringing volume
Tone is good, but there is no communication	The dialling mode is wrong	Adjust the dialling mode (pulse/tone)
Not possible to transfer a call on PABX	The FLASH time is too short	Set the unit to longer flash time
Telephone does not react when pressing the keys	Manipulation error	Remove the batteries and put them back in place

12. TOPCOM WARRANTY

12.1 WARRANTY PERIOD

The Topcom units have a 24-month warranty period. The warranty period starts on the day the new unit is purchased. The warranty on batteries is limited to 6 months after purchase. Consumables or defects causing a negligible effect on operation or value of the equipment are not covered.
The warranty has to be proven by presentation of the original purchase receipt, on which the date of purchase and the unit-model are indicated.

12.2 WARRANTY HANDLING

A faulty unit needs to be returned to a Topcom service centre including a valid purchase note. If the unit develops a fault during the warranty period, Topcom or its officially appointed service centre will repair any defects caused by material or manufacturing faults free of charge.

Topcom will at its discretion fulfil its warranty obligations by either repairing or exchanging the faulty units or parts of the faulty units. In case of replacement, colour and model can be different from the original purchased unit.
The initial purchase date shall determine the start of the warranty period. The warranty period is not extended if the unit is exchanged or repaired by Topcom or its appointed service centres.

12.3 WARRANTY EXCLUSIONS

Damage or defects caused by incorrect treatment or operation and damage resulting from use of non-original parts or accessories not recommended by Topcom are not covered by the warranty.
Topcom cordless phones are designed to work with rechargeable batteries only. The damage caused by the use of non-rechargeable batteries is not covered under warranty.
The warranty does not cover damage caused by outside factors, such as lightning, water and fire, nor any damage caused during transportation.
No warranty can be claimed if the serial number on the units has been changed, removed or rendered illegible.
Any warranty claims will be invalid if the unit has been repaired, altered or modified by the buyer or by unqualified, non-officially appointed Topcom service centres.

13. TECHNICAL CHARACTERISTICS

• Standard:	DECT (Digital Enhanced Cordless Telecommunications) GAP (Generic Access Profile)
• Frequency range:	1880 MHZ to 1900 MHz
• Number of channels:	120 duplex channels
• Modulation:	GFSK
• Speech coding:	32 kbit/s
• Emission power:	10 mW (average power per channel)
• Range:	300 m in open space /50 m maximum in-house
• Powersupply Basestation:	230V / 50 Hz / 50 mA max. 6,0V DC 350 mA
• Handset Batteries:	2 rechargeable batteries AAA, NiMh 600mAh
• Handset autonomy:	100 hours at standby
• Talk time:	10 hours
• Charging time:	14 hours
• Normal conditions of use:	+5 °C to +45 °C
• Dialling mode:	Pulse / Tone
• Flash time	100, 250 or 600 ms

The CE symbol indicates that the unit complies with the essential requirements of the R&TTE directive.

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